

**BOROUGH OF WESTWOOD
PUBLIC MEETING OF THE MAYOR & COUNCIL
SEPTEMBER 20, 2016 MINUTES
MUNICIPAL COMPLEX
101 Washington Avenue
7:30 PM Executive Closed Session/8:00 pm Public Session**

1. Opening of the Meeting:

The meeting was called to order by Mayor Birkner at 7:30 pm. Mayor Birkner then read the Open Public Meetings Law Statement: "This meeting which conforms with the Open Public Meetings law, Chapter 231, Public Laws of 1975, is a regular Borough Council meeting. Notices have been filed with our local official newspapers and posted on the municipal bulletin board."

2. Roll Call:

Mayor Birkner – Present
Councilmember Owens – Present
Councilmember Montana – Present
Councilmember Grefrath – Present
Councilmember Dell - Present
Councilmember Arroyo – Present
Council President Bicocchi - Present
Borough Attorney Huntington – Present
Borough Administrator Kezmarsky - Present
Borough Clerk Hughes – Present

Committee Assignments:

Public Properties
Finance, Administration & Capital Projects
Fire & Ambulance; Shared Services
Land Use
Police & Emergency Management
Health & Recreation

3. Resolution #16 - 237: Executive Closed Session

Motion to adopt Resolution #16- 237: Councilmember Dell Second: Councilmember Owens

Roll Call: Councilmember Dell - Yes Councilmember Owens - Yes

Councilmember Grefrath – Absent Councilmember Dell - Yes

Councilmember Arroyo – Yes Council President Bicocchi – Yes

4. Reopen the Meeting:

Motion to reopen the meeting: Councilmember Arroyo Second: Council President Bicocchi

Voice Vote: A voice vote was taken with all present voting in the affirmative. The time was 7:56 pm.

5. Roll Call II:

Mayor Birkner – Present / Councilmember Owens – Present / Councilmember Montana – Present / Councilmember Grefrath - Present / Councilmember Dell – Present / Councilmember Arroyo - Present / Council President Bicocchi – Present / Borough Administrator Kezmarsky - Present / Borough Attorney Doyle – Present / Borough Engineer Boswell – Present / Borough Clerk Hughes - Present

6. Flag Salute

Councilmember Arroyo gave the invocation. Mayor Birkner led those present in the salute to the flag.

7. Resolution #16-A: Mayor for a Day

Mayor Birkner introduced "Mayor for a Day" Gavin O'Melia, who had been helping Mayor Birkner with the meeting proceedings and the duties of the Mayor's office earlier in the day. While Mayor for a Day O'Melia had been sworn in to his office earlier in the day, Mayor Birkner asked the Council to ceremonially approve the appointment, after which he would repeat the Oath of Office before his

extended family and the residents.

Motion to adopt Resolution #16- A: Councilmember Dell Second: Councilmember Owens

Roll Call: Councilmember Dell - Yes Councilmember Owens - Yes

Councilmember Grefrath – Absent Councilmember Dell - Yes

Councilmember Arroyo – Yes Council President Bicocchi – Yes

8. Approval of Minutes: June 21, July 19

Motion to Adopt Minutes of June 21 and July 19, 2016: Councilmember Grefrath Second: Councilmember Owens

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes

Councilmember Grefrath – Yes Councilmember Dell - Yes

Councilmember Arroyo – Yes Council President Bicocchi – Yes

9. Resolution #16 - 238: Westwood Volunteer Fire Department - Matters of Personnel

Motion to adopt Resolution #16- 238: Councilmember Dell Second: Councilmember Owens

Roll Call: Councilmember Dell - Yes Councilmember Owens - Yes

Councilmember Grefrath – Absent Councilmember Dell - Yes

Councilmember Arroyo – Yes Council President Bicocchi – Yes

Mayor Birkner administered the Oath of Office to Robert C. Saul.

10. Presentation of Certificates - Westwood Baseball 8U Travel Baseball Summer 2016 NEBAS Champions

11. Reports of Committees and Officials:

A) Mayor's Report

1) Eagle Scout Project Update

Mayor for a Day O'Melia reported that the Eagle Scout project at Westvale Park is underway.

2) Emergency Room Opening

Mayor for a Day O'Melia said the new emergency department at HUMC at Pascack Valley is awaiting final inspection from the State but is otherwise ready open. So far nearly 600 babies have been born at the hospital this year.

Mayor Birkner thanked Mayor for a Day O'Melia for his service to the Borough. Mayor for a Day O'Melia left at this time in order to go celebrate his birthday with his family.

3) BMED Rebate

Mayor Birkner advised that the Borough would be taking the BMED rebate as a check instead of a credit.

4) CDBG Senior Citizen Grant

Mayor Birkner announced that the Borough's CDBG Senior Citizen Grant application has been approved.

5) Bail Reform

Mayor Birkner discussed the presentation by the Bergen County League of Municipalities on the new bail reform legislation that goes into effect January 1st. This will have a big impact on police departments in the county. He is in contact with the Prosecutor's Office to hold a regional presentation in Westwood, which he'd like all the Council to attend in order to understand the depth of the legislation.

6) Public Hearing on Bergen County Open Space Grant Application for A Shade Covering for the Playground Equipment and Surrounding Area at Westvale Park

Motion to Open the Public Hearing: Councilmember Arroyo Second: Councilmember Montana
Voice Vote: A voice vote was taken with all present voting in the affirmative.

Mayor Birkner asked Mr. Kezmarsky to explain the grant application. Mr. Kezmarsky stated that the project would consist of installing shade coverings over the playground at Westvale Park and reviewed the details. Because the quotes have not all been received yet he said the resolution will not be adopted until the next meeting. Councilmember Grefrath pointed out that this was an idea that the Recreation Board had during the development of Westvale Park, but expenses at that time prohibited it. He always felt it was important and is glad it is being brought on now.

No one from the public had any questions or comments.

Motion to close the Public Hearing: Councilmember Arroyo Second: Council President Bicocchi
Voice Vote: A voice vote was taken with all present voting in the affirmative.

B) Engineer's Report

1) Biweekly Report

Dr. Boswell reviewed the biweekly report, a copy of which is attached.

2) PSEG Road Paving/Energy Strong

Dr. Boswell advised that PSEG is correcting the road paving issues on Bogert Place, but is resisting repairs to Lockerby, which he hopes he can convince them to do. Mayor Birkner added that PSEG is installing gas mains on Lincoln, Emwood, Woodcliff and William. The work should be done in a few weeks. The Police and PSEG are coordinating with the traffic rerouting form Emerson.

3) Irvington Traffic Improvements

Dr. Boswell recommended acting on Councilmember Arroyo's idea to send a letter to the County advising that since we've heard nothing on the traffic improvement plan we will proceed. Mayor Birkner asked Dr. Boswell to draft the letter for his signature.

4) Emerson Road Pump Station

Councilmember Montana asked for an update on the Emerson Road Pump Station. Mayor Birkner said there's been no word back from River Vale.

5) Road Paving

Councilmember Grefrath asked if Lincoln Ave between Garden and Stuben could be part of the 2017

road paving project. Dr. Boswell will inspect it with Mr. Woods and report back. Mayor Birkner pointed out there needs to be drainage installed.

6) CDBG Grant Application for Westwood Avenue

Dr. Boswell has prepared an estimate for the CDBG grant application for replacing the elevated sidewalk along Westwood Avenue. He cautioned that the estimate is predicated on the fact that the wall is structurally sound. Councilmember Owens asked if replacing the sidewalk would damage the wall. Dr. Boswell said if the wall is sound there shouldn't be a negative impact. Councilmember Owens asked what happens if the wall is not sound and needs to be replaced. Dr. Boswell said the Borough can hold the grant award and seek additional money.

C) Council Liaison & Committee Reports

1) Finance, Administration and Capital Projects:

a) Shade Tree Update

Councilmember Montana reported that Carrie Sergeant, Assistant Regional Forester for the DEP's Community Forestry program, gave a presentation to the Shade Tree Committee at their recent meeting reviewing the responsibilities of a shade tree committee. Committee member and Borough Grantsman Fred Rella will be working with Carrie Sergeant to obtain grants. Meanwhile, 20-30 trees will be available for residents to request. Shade Tree Committee Chairperson Gil Tenhoeve is working with Rick Woods to ascertain what species are available to plant.

2) Fire and Ambulance; Shared Services:

a) Fire Department Update

Councilmember Grefrath announced that the annual Fire Department inspection and dinner will be October 1st at 6:00 pm.

b) Shared Service Update

Councilmember Grefrath noted that the next Shared Service Committee meeting will be September 26th from 6:00 - 7:00 pm. The committee will be reviewing and vetting the dispatch program.

c) Veterans Park Rehabilitation

Councilmember Grefrath has asked for the Grant Writer to look into a grant for the Quad 4 refurbishment of Veterans Park. The plan is to add walkways, benches and lights. The work will not affect the 911 Monument. Councilmember Grefrath advised that the price for Memorial Benches has increased \$100. Eagle Scout Dan Demarco is planning to redevelop the ornamental ring in that quad as a Garden of Service. It will include a fountain that was in the park at the turn of the century that the Heritage Society is locating and refurbishing. Councilmember Grefrath noted that all plans have to get approval from the Veterans Board.

3) Health and Recreation:

a) Recreation Update

Council President Bicocchi advised that the new gym floor has been installed at no cost to taxpayers, and commended Recreation Director Gary Buchheister and his staff. There will be an open house on October 6th to introduce a new sport for seniors called pickleball. Recreation is working with the

Chamber of Commerce on Halloween activities.

b) Health Department Update

Council President Bicocchi said the Health Department is working on restaurant server certifications.

4) Land Use:

a) Historic Preservation Update

Councilmember Dell said the Historic Preservation Commission would like to post some updates and links on the website. They are eager for new members.

b) Library Update

Councilmember Dell pointed out that Librarian Martha Urbiel has been very involved in the Westwood For All Ages grant. The Library Board is holding a special meeting this evening to prepare for Taste of Westwood on Sunday.

c) Fall Festival/Downtown Holiday Light Displays

Councilmember Dell discussed the details of the Fall Festival. The resolution for the consent agenda includes permission to decorate the downtown for the autumn season. Mr. Doyle advised that the hold harmless should name the Borough.

d) Washington Avenue Crosswalk

Councilmember Dell reported that the light pole has not yet been installed due to the illness of the PSEG installer. Hopefully it will be done by the end of the week.

5) Police and OEM:

a) Parking Authority Update

Councilmember Arroyo said the downtown employee parking plan is being utilized, with all but one of the hang tags being sold to date. The Chamber and TPA will work with the Borough on ordering more. Mayor Birkner relayed a request from a business owner that starts later that there are no spots left in the Center North lot. Councilmember Arroyo said the plan is going to evolve over time.

b) Police Update

Councilmember Arroyo announced that the Police Reserves were measure for ballistic vests on September 8th and expressed their thanks to the Council for finding money in the budget for this. Westwood is one of the first communities to put new vests on their auxiliary police. Mayor Birkner pointed out that there is no differentiation between police, auxiliaries and specials, the uniform makes them all a target.

6) Public Properties:

No report.

D) Attorney's Report

No report.

E) Administrator's / Clerk's Report

1) Fence for Police Area

Mr. Kezmarsky reported that the area has been prepared for the fence to safeguard the Police parking lot. Installation should occur in mid-October.

2) Phone System

Mr. Kezmarsky advised that work had begun on installing the new phone system.

3) Police Scheduling Software

Mr. Kezmarsky said the Police will be upgrading their scheduling software for 2017. This is one of the many ways the Borough is looking to improve efficiencies.

12. Agenda/Public Forum:

Motion to open Agenda/Public Forum: Councilmember Arroyo Second: Council President Bicocchi
Voice Vote: A voice vote was taken with all present voting in the Affirmative.

Mary Alice Ferella, Chamber of Commerce President - thanked the Governing Body for working on the parking plan, for which she's gotten great feedback. Ms. Verrella said the Chamber is looking forward to a great Fall Festival.

Motion to close Agenda/Public Forum: Councilmember Arroyo Second: Councilmember Montana
Voice Vote: A voice vote was taken with all present voting in the affirmative.

13. Ordinances of First & Final Reading:

Ordinances on Introduction

16-25 An Ordinance Of The Borough of Westwood, In The County of Bergen, New Jersey Authorizing The Construction Of ADA Accessible Curb Ramps At Various Locations In The Borough Of Westwood To Appropriate The Sum Of \$70,000 To Pay The Cost Thereof, To Make A Down Payment, To Appropriate A Federal Grant, To Authorize The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds

BE IT RESOLVED that Ordinance #16-25 entitled "An Ordinance Of The Borough of Westwood, In The County of Bergen, New Jersey Authorizing The Construction Of ADA Accessible Curb Ramps At Various Locations In The Borough Of Westwood To Appropriate The Sum Of \$70,000 To Pay The Cost Thereof, To Make A Down Payment, To Appropriate A Federal Grant, To Authorize The Issuance Of Bond Anticipation Notes In Anticipation Of The Issuance Of Such Bonds" is hereby introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with an October 18, 2016 hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Montana Second: Councilmember Dell

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
Councilmember Grefrath – Yes Councilmember Dell - Yes
Councilmember Arroyo – Yes Council President Bicocchi – Yes

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- 16-26 An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For The Acquisition Of Snow Plow Equipment For The Borough Department Of Public Works And Related Expenses And Appropriating \$6,000 Therefor From The Borough's Capital Fund Surplus

BE IT RESOLVED that Ordinance #16-26 entitled "An Ordinance Of The Borough Of Westwood, In The County Of Bergen, New Jersey Providing For The Acquisition Of Snow Plow Equipment For The Borough Department Of Public Works And Related Expenses And Appropriating \$6,000 Therefor From The Borough's Capital Fund Surplus" is hereby introduced by title; and

BE IT FURTHER RESOLVED that the Borough Clerk is hereby directed to advertise said ordinance with an October 18, 2016 hearing date in the official newspaper according to law.

Motion to pass the ordinance on First Reading: Councilmember Owens Second:
Councilmember Arroyo

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
 Councilmember Grefrath – Yes Councilmember Dell - Yes
 Councilmember Arroyo – Yes Council President Bicocchi – Yes

Ordinances for Adoption

- 16-24 **An Ordinance to Amend Chapter 375 Vehicles and Traffic Part 2. Parking**

BE IT RESOLVED that Ordinance #16-24 entitled "An Ordinance to Amend Chapter 375 Vehicles and Traffic Part 2. Parking" having hereby been read by title, shall have a hearing held on this date.

Motion to open the public hearing: Councilmember Montana Second: Councilmember Dell
Voice Vote: A voice vote was taken with all present voting in the affirmative.

Public Comments:

No comments.

Motion to close the public hearing: Councilmember Montana Second: Councilmember Grefrath
Voice Vote: A voice vote was taken with all present voting in the affirmative.

BE IT RESOLVED that an Ordinance known as #16-24 be passed on final reading and that a Notice of Adoption of said Ordinance be published in the official newspaper according to law.

Motion for final adoption: Councilmember Montana Second: Councilmember Grefrath

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes
 Councilmember Grefrath – Yes Councilmember Dell - Yes
 Councilmember Arroyo – Yes Council President Bicocchi – Yes

14. Presentation of Bills, Financial Reports and Resolutions:

Councilmember Grefrath asked if there were any resolutions to add to the Consent Agenda. He stated that

any Councilmembers who wished to remove any Resolution(s) to be voted upon separately could do so at this time, otherwise the Consent Agenda would be enacted in one motion. Resolution I was added at this time.

Resolutions as Consent Agenda:

- a) Resolution #16 - 239: Bill List & Statement of Cash
- b) Resolution #16 - 240: Chapter 159 - Municipal Alliance
- c) Resolution #16 - 241: Chapter 159 - 2017-2018 CD Senior Citizens Activities
- d) Resolution #16 - 242: Cancellation of Current Fund Appropriation Reserves/Grant Receivables
- e) Resolution #16 - 243: Authorization To Bid Various Projects
- f) Resolution #16 - 244: Amending Capital Budget
- g) Resolution #16 - 245: Authorization to Purchase and Install Fencing Around the Police Lot
- h) Resolution #16 - 246: Re-Adopting Personnel Policies and Procedures
- i) Resolution #16 - 247: Authorization To Purchase Lawsoft Software
- j) Resolution #16 - 248: Change Order #1 For 2015 Road Resurfacing Program
- k) Resolution #16 - 249: Change Order #1 for the First Avenue & Elm Street Improvements and 2014 Road Resurfacing Program
- l) Resolution #16 - 250: Fall Festival/Autumn Decorating

Motion to adopt resolutions #16-239 through #16-250 Councilmember Grefrath

Second: Councilmember Montana

Roll Call: Councilmember Owens - Yes Councilmember Montana - Yes

Councilmember Grefrath – Yes Councilmember Dell - Yes

Councilmember Arroyo – Yes Council President Bicocchi – Yes

15. Adjournment:

Motion to adjourn: Councilmember Grefrath Second: Councilmember Montana

Voice Vote: A voice vote was taken with all present voting in the affirmative.

The time was 9:06 pm

Attest:

(signed) Karen Hughes

Karen Hughes, RMC, Borough Clerk

Proofed by: Denise Holmes, Deputy Clerk